

**City of Belmont
PARKS & RECREATION COMMISSION
MINUTES OF REGULAR MEETING OF SEPTEMBER 7, 2016
One Twin Pines Lane, City Council Chambers**

CALLED TO ORDER AT 7:00 PM

COMMISSIONERS PRESENT: Vargas, Foehr, Sullivan, Fine, Block, Bortoli, Mittelstadt, Sebti & Michaels

COMMISSIONERS ABSENT: None

STAFF PRESENT: Parks and Recreation Director Gervais and Administrative Assistant Saggau

ANNOUNCEMENTS/AGENDA AMENDMENTS

Commissioner Bortoli provided an update on the research of community exercise equipment.

Commissioner Michaels commented on movie nights and summer camp programs.

Commissioner Foehr gave an update on the Youth Engagement Committee.

Commissioner Sullivan commented on the progress of the Davey Glen Park project.

CONSENT CALENDAR

July 6, 2016 Minutes

ACTION: On a motion by Commissioner Mittelstadt, seconded by Commissioner Michaels, the Consent Calendar was approved. Vote 5 Commissioners in favor. Commissioners Foehr and Vargas and Youth Commissioners Fine and Sebti abstained.

ITEMS OF BUSINESS

Update on the Partnership Projects with Belmont Connects Volunteer Group for Enhancements to Belmont's Public Spaces

Parks and Recreation Director Gervais and Belmont Connects members Phil Evans and Courtney Carreras gave a report on proposed upcoming improvement projects. The next project planned for the library includes building some movable painted outdoor furniture and improving the landscaping with plantings and a screening to cover utility boxes at the entrance. Parks and Recreation Director Gervais noted the Department also plans to complete additional improvements to the library landscaping.

Belmont Connects is also proposing improvements at Barrett Community Center. These include a path from Ralston Avenue along the edge of the field fence to the buildings. Improvements to the Belburn Drive side include pathway improvements, changes to the fencing, and painting

murals on the building walls. Additional ideas included courtyard improvements, installation of an outdoor stage and adding some color to the building's exterior trim.

Other areas and ideas being considered for improvements included the following:

- Twin Pines Park
- Park Plaza at Ralston and Old County Road
- Change planter boxes to seating areas on Ralston Avenue by Walgreens
- Painting of utility boxes
- Assist with GIS mapping

Commissioners provided comments and suggestions -

Barrett Community Center:

- Decorate doors to reflect activities inside them
- Improvements would be valuable to site
- Keep in mind that eventually facility may be rebuilt
- Consider putting chalkboard walls for non-permanent art
- An outdoor stage would likely get lots of use
- Use caution when including bright colors in design

Twin Pines Park

- Consider bigger picture when improving the park.
- A site plan needs to be developed prior to making substantial changes. This would require professional assistance
- The bridge in the parking lot could use labeling to identify where it goes
- Consider changing the bridge entrance so it is not in the parking lot
- Consider a few smaller projects with pops of color in Twin Pines Park

Volunteer Coordination

- Consider having Girl Scout troops volunteer for projects
- Improve city website to show volunteer opportunities
- Capture metrics on volunteer projects
- Consider recognizing volunteers with thank you gifts
- Collect information on skill sets of volunteers
- Use a Google forum to gather talent
- Inform students at Carlmont High School of this community service opportunity
- Use Remind app for announcements

Other:

- Improvement ideas should continue to be driven by community volunteer group
- Emphasis on creating pathways appreciated
- Consider installing a plant trellis over seating areas on Ralston Avenue near Walgreens
- Interactive Maps are a good investment
- Nextdoor may be a good source for donations of power tools

RECESS: 8:45 PM

RECONVENE: 8:55 PM

Create and Ad Hoc Committee to Prepare a Report and Recommendations on Dog Use in Belmont's Parks, Athletic Fields, and Open Space

Parks and Recreation Director Gervais noted this topic has been on the Commission's agenda on two previous occasions. Discussions have continued in the community about dogs on the field at Barrett Community Center. He explained that the City Council requested that the Parks & Recreation Commission address dog use on athletic fields. Since the ordinance needs to be updated due to other changes, such as the Cipriani Dog Park, staff recommended an Ad Hoc Committee be created to explore dog use of parks, athletic fields and open space. This Committee would meet with the stakeholders and develop a report and recommendation to be reviewed and approved by the Parks & Recreation Commission and adopted by the City Council.

Commissioners Michaels, Mittelstadt and Sullivan volunteered to serve on the Ad Hoc Committee.

ACTION: Commissioner Mittelstadt made a motion, seconded by Commissioner Foehr to create an Ad Hoc Committee. Vote 9-0 in favor.

OTHER BUSINESS / UPDATES

Department Reports

Parks and Recreation Director Gervais reported on the following:

- Davey Glen Park Project
- Alexander Restroom Project
- Cal Fire Trail Clearing
- Crystal Springs Uplands School
- Fall Activity Guide
- Movie Nights
- Save the Music Festival

Questions and Comments

In response to Commissioner Mittelstadt's question, Parks and Recreation Director Gervais confirmed there will be additional tree plantings at Davey Glen Park.

Commissioner Block commented on the need to consider erosion control when clearing trails.

Parks and Recreation Director Gervais explained why the toddler playground in O'Donnell Park was closed and the steps taken so it could be reopened.

Future Agenda Items

Review Update of Bicycle and Pedestrian Plan
Belmont Community Learning Center Presentation
Trees at Davey Glen Park
Footsteps Partnership Program

Youth Engagement
Energy Project – Future Solar Options
Success on Seasonal Activities

ADJOURNMENT

The meeting was adjourned at 9:25 p.m.

Jonathan Gervais
Parks and Recreation Director